



# SE-290

## A/E Performance Evaluation

A/E FEIN No. 

|                      |                      |                  |                      |
|----------------------|----------------------|------------------|----------------------|
| Project Name         | <input type="text"/> | A/E Name         | <input type="text"/> |
| Project No.          | <input type="text"/> | Branch Office    | <input type="text"/> |
| Project Type         | <input type="text"/> | A/E Project Mgr. | <input type="text"/> |
| Agency               | <input type="text"/> | Const. Budget    | <input type="text"/> |
| Institution          | <input type="text"/> | Rating By        | <input type="text"/> |
| Building             | <input type="text"/> | Date of Rating   | <input type="text"/> |
| Consultants          |                      |                  |                      |
| Civil                | <input type="text"/> | Electrical       | <input type="text"/> |
| Structural           | <input type="text"/> | Other            | <input type="text"/> |
| Mechanical           | <input type="text"/> | Other            | <input type="text"/> |
| Comments             | <input type="text"/> |                  |                      |
| <input type="text"/> |                      |                  |                      |
| <input type="text"/> |                      |                  |                      |
| <input type="text"/> |                      |                  |                      |
| <input type="text"/> |                      |                  |                      |

### Design Development Phase

| Category                               | Weight* | Rating | Max. Score | Score |
|--|---------|--------|------------|-------|
| Depth of Program Review/Understanding  |         |        | 0          |       |
| Development and Analysis of Options    |         |        | 0          |       |
| Document Quality and Coordination      |         |        | 0          |       |
| Design Development Performance Rating  |         |        | 0          |       |
| Estimate/Schedule Development & Update |         |        | 0          |       |
| Architectural Design Merit             |         |        | 0          |       |
| Engineering Design Merit               |         |        | 0          |       |
| Total Design Development Score         | N/A     | N/A    | 0          |       |

Design Development Phase Performance Rating

0.00%

Note: Do not fill in shaded areas of this form. They will be filled automatically when data are entered into database.

\*Weight factors (1 thru 10) are to be assigned by Agency based on the needs of the specific project ---- Weight x Rating = Score

**Rating Scale**

4 = Excellent  
3 = Very Good  
2 = Satisfactory  
1 = Poor  
0 = Unacceptable

**Total Performance Rating Key**

90 - 100% = Excellent  
70 - 89 % = Very Good  
40 - 69 % = Satisfactory  
< 40 % = Unacceptable

**Project Type/Complexity**

1 = Complex  
2 = Addition/Remodel  
3 = Major Engineering  
4 = Standard  
5 = Utilitarian  
6 = Remedial



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| <b>Project No.</b>   | <input type="text"/> | <b>Branch Office</b>    | <input type="text"/> |
| <b>Project Type</b>  | <input type="text"/> | <b>A/E Project Mgr.</b> | <input type="text"/> |
| <b>Agency</b>        | <input type="text"/> | <b>Award Amount</b>     | <input type="text"/> |
| <b>Institution</b>   | <input type="text"/> | <b>Rating By</b>        | <input type="text"/> |
| <b>Building</b>      | <input type="text"/> | <b>Date of Rating</b>   | <input type="text"/> |
| <b>Consultants</b>   |                      |                         |                      |
| <b>Civil</b>         | <input type="text"/> | <b>Electrical</b>       | <input type="text"/> |
| <b>Structural</b>    | <input type="text"/> | <b>Other</b>            | <input type="text"/> |
| <b>Mechanical</b>    | <input type="text"/> | <b>Other</b>            | <input type="text"/> |
| <b>Comments</b>      | <input type="text"/> |                         |                      |
| <input type="text"/> |                      |                         |                      |
| <input type="text"/> |                      |                         |                      |
| <input type="text"/> |                      |                         |                      |
| <input type="text"/> |                      |                         |                      |

### Construction Documents/Bid Phase

| Category                                     | Weight*    | Rating     | Max. Score | Score |
|--|------------|------------|------------|-------|
| Document Quality & Completeness              |            |            | 0          |       |
| Document Coordination                        |            |            | 0          |       |
| Estimate Update / Level of Detail            |            |            | 0          |       |
| <b>Design Development Performance Rating</b> |            |            | 0          |       |
| Design Merit / Technical Detail              |            |            | 0          |       |
| Responsiveness to Agency, OSE & Bidders      |            |            | 0          |       |
| Communications                               |            |            | 0          |       |
| <b>Total Construction Documents Score</b>    | <b>N/A</b> | <b>N/A</b> | <b>0</b>   |       |

Construction Document/Bid Phase Performance Rating

0.00%

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| <b>Project Type</b>  | <input type="text"/> | <b>A/E Project Mgr.</b> | <input type="text"/> |
| <b>Agency</b>        | <input type="text"/> | <b>Final Cost</b>       | <input type="text"/> |
| <b>Institution</b>   | <input type="text"/> | <b>Rating By</b>        | <input type="text"/> |
| <b>Building</b>      | <input type="text"/> | <b>Date of Rating</b>   | <input type="text"/> |
| <b>Consultants</b>   |                      |                         |                      |
| <b>Civil</b>         | <input type="text"/> | <b>Electrical</b>       | <input type="text"/> |
| <b>Structural</b>    | <input type="text"/> | <b>Other</b>            | <input type="text"/> |
| <b>Mechanical</b>    | <input type="text"/> | <b>Other</b>            | <input type="text"/> |
| <b>Comments</b>      | <input type="text"/> |                         |                      |
| <input type="text"/> |                      |                         |                      |
| <input type="text"/> |                      |                         |                      |
| <input type="text"/> |                      |                         |                      |
| <input type="text"/> |                      |                         |                      |

### Construction Phase

| Category                              | Weight*    | Rating     | Max. Score | Score |
|---------------------------------------|------------|------------|------------|-------|
| Participation in Meetings             |            |            | 0          |       |
| Communications                        |            |            | 0          |       |
| Design Development Performance Rating |            |            | 0          |       |
| Observation & Reporting               |            |            | 0          |       |
| Errors & Omissions Follow-up          |            |            | 0          |       |
| As-Builts, Manuals and Schedules      |            |            | 0          |       |
| <b>Total Construction Score</b>       | <b>N/A</b> | <b>N/A</b> | <b>0</b>   |       |

Construction Phase Performance Rating

0.00%

Total Value of Change Orders (\$)

Agency - Initiated Change Orders (% of Original Award)

A/E - Caused Change Orders (% of Original Award)

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